

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 27, 2017

Meeting was called to order by Commission Vice-President Zielinski at 8:00 a.m.

Present: Commissioners Forrest Bates, Kathy Bauer, Steve Coburn, Tim Hamblin, Mike Sambs, Raymond Zielinski; Manager Paul Much, Accountant Roger Voigt.

Excused: Commission President Dale Youngquist.

Also Present: Chad Olsen (McMAHON); Rob Franck, Randall Much (MCO), Corey Gordon (City of Menasha); Jeff Sturgell (Fox Crossing).

Minutes

May 23, 2017 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Bates/Hamblin to approve the minutes from the May 23, 2017 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Interceptor Update

Transfer of Ownership. Randy Much provided history on the interceptor installed in the mid 1980's as part of the plant upgrade. Allocations for capacity were established in 2000 on this stretch of interceptor for Menasha, Fox Crossing, and Waverly S.D. The portion of the interceptor from Sixth Street in Menasha and heading north is the interceptor that serves only Fox Crossing and Waverly; this stretch of interceptor is being looked at in transferring the NMSC ownership to Fox Crossing. Menasha's first connection into this interceptor is at Sixth Street. The Commission also owns the property between Sixth Street and Ninth Street in which the interceptor lies; this property would also be considered to be transferred to Fox Crossing for ownership.

Televising and Cleaning Interceptor. Rob Franck and Jeff Sturgell discussed the concern of the condition of the stretch of interceptor that ownership would be transferred to Fox Crossing and to have this stretch cleaned and televised prior to Fox Crossing approving the transfer of ownership. Fox Crossing acknowledged they are aware they would need to reimburse the Commission for the cost of the cleaning and televising. After discussion, motion made and seconded by Commissioners Coburn/Sambs to proceed with obtaining quotes and scheduling the work for cleaning and televising the entire section of NMSC interceptor from the wastewater plant in Menasha to its end point in Fox Crossing. Motion carried unanimously.

Allocation of Interceptor Costs for Repair, Cleaning, Televising. Randy Much discussed the need to clean and televise the portion of the interceptor from Sixth Street and to the south. This stretch of interceptor would need to have the costs allocated to Menasha, Fox Crossing, and Waverly S.D. Currently there is no quantifiable method to split these costs related to flows; Randy suggests the Commission should use the capacity allocations that were established and approved by these communities in 2000 and discussed earlier.

Old Business

590 Enterprise Drive, Neenah. Chad Olsen reported on the meeting held with Horseshoe Beverage and the discussion of their anticipated loadings; the anticipated loadings from Horseshoe Beverage now looks to be higher than initially presented. Chad indicated the Commission will have the capacity to treat these higher loadings. If they are approved for their discharge, they would be given a discharge limit through the Pretreatment Permit they would receive. Randy Much added the Pretreatment Permit provides the Commission with more control over the industry. The Pretreatment Permit can be ready for Commission approval at the next meeting on July 25th. After discussion, motion made and seconded by Commissioners Coburn/Bates to prepare the Pretreatment Permit for Horseshoe Beverage and to bring it to the next Commission meeting for action to approve. Motion carried unanimously.

Atlas Copco TRP Service Agreement. Rob Franck reported on his discussion with the Atlas Copco technician regarding Exhibit A to the TRP Service Agreement. The technician passed the information on to the service coordinator to have a formal Exhibit A prepared; no additional information has been returned. Rob also discussed issues with the main control panel and communications with blowers #3 and #5. A module has been received and the technician will be in to install; the blowers are about 95% complete.

New Business

Operations, Engineering, Planning

Phosphorus Removal. Manager Much reported we are meeting limits with the Hyper-Ion 4107. The new NMSC WPDES Permit was just issued and received; it is effective starting July 1. The first report to submit regarding meeting the phosphorus limits is due in March 2018. We will need to meet the new phosphorus limits by 2023.

Polymer Feed System Update. Chad Olsen presented and discussed the McMahon Agreement for Professional Services for the Polymer Feed System Replacement Project. This is a proposal for the design, bidding, and construction to replace the current polymer feed system for the centrifuge units. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve the Agreement for Professional Services with McMahon Associates for the Polymer Feed System Replacement Project. Motion carried unanimously.

Blower Replacement Pay Request. The Commission discussed pay request #5 from Faith Technologies, Inc. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve pay requests #5 from Faith Technologies, Inc. in the amount of \$14,346.90. Motion carried unanimously.

McMahon Associates invoices. Commissioners reviewed the McMahon invoices. Motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoice #906317-phase 04 and #906317-phase 06 in the amounts of \$1,610.55 and \$4,054.80. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much discussed the completed CMAR for 2016. We received "A"s in all categories except for Biosolids Quality & Management. In 2016, we had elevated levels of zinc in the biosolids; monitoring was performed to locate the source(s) of the zinc in the City of Neenah. The levels of influent zinc dropped before the source(s) could be determined. Monitoring of influent zinc levels will continue and sampling will resume if the levels increase. After discussion, motion made and seconded by Commissioners Bates/Sambs to approve Compliance Maintenance Resolution NMSC Resolution 2017-1. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of May 2017. The plant is running well with no issues. Rob Franck reported on the status of new equipment issues – there are no new updates to report from last month. Rob discussed the items in the Equipment & Grounds Report. The aeration basins are being drained for their annual inspection; the annual breaker testing has been completed; oil samples from the transformers have been pulled and sent in for testing; corrections have been made for items found during the infrared scanning. Rob also reported staff was called in last Thursday evening to man the plant due to high influent flows. Manager Much reported there was blending and the DNR was notified. After discussion motion made and seconded by Commissioners Bates/Coburn to approve and accept the Operating Report for the month of May 2017. Motion carried unanimously.

Budget, Finance, Personnel

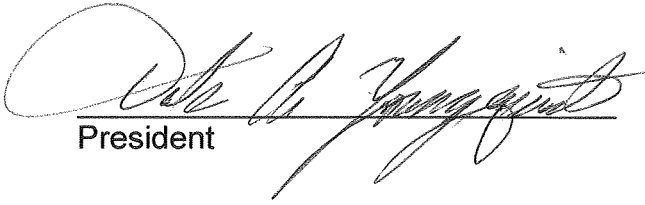
Accountant Voigt discussed the financial statements and the Cash & Investment report for the month of May 2017. May Operations reported an income for the month; the current wet weather conditions should result in the next couple of months to also record incomes for plant operations. The interest rates on funds in the State Pool and the ICS CDARS have increased to 0.71%. MCO generated \$2,700 in income to the Commission in May. After discussion, motion made and seconded by Commissioners Coburn/Bates to accept the Accountant's Report for the month of May 2017. Motion carried unanimously.

2018 Budget Considerations. Discussion was held on items to consider for the 2018 budget preparation. Commissioner Coburn indicated the additional costs for the Hyperlon 4107 will need to be factored in. Chad Olsen indicated there will be a small increase needed in chemicals and power with the additional loadings from Horseshoe Beverage.

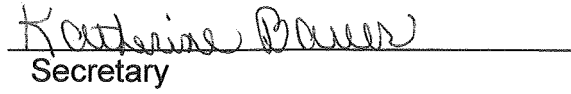
Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #21582 and #21621 in the amounts of \$126,704.22 and \$511.70 with payment to be made after July 1, 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #136287 through #136339 in the amount of \$255,893.88 and Construction Fund Vouchers #265 through #266 in the amount of \$11,396.16 for the month of May 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:45 a.m.



President



Secretary